



## JOB DESCRIPTION

State Form 52468 (12-05)

This document is used to provide a basic description of essential duties and other work elements.

<b>Employee Name:</b> vacant		
<b>Agency:</b> IDEM		<b>BU:</b> 00495
<b>Division:</b> OLQ	<b>Section/District:</b> Engineering & GIS Services	
<b>Job Title:</b> Environmental Engineer 2		<b>Job Code:</b> 1DO2
<b>Working Title (if different from above):</b>		
<b>Reports To:</b>		
<b>FLSA Status:</b> <input type="checkbox"/> Non-Exempt (OT Eligible) <input checked="" type="checkbox"/> Exempt		<b>Effective Date :</b>

### Purpose of Position/Summary:

This position provides Engineering services to the remediation programs in OLQ. The purpose of this position is to support the office function of assuring the cleanup and closure of contaminated sites by reviewing projects for adherence to sound engineering practices and related policy.

### Essential Duties/Responsibilities:

- Evaluate remediation documents for adherence to sound engineering practices and provide clear comments and recommendations.
- Act as engineering and policy resource for the remediation programs.
- Provide engineering field services by overseeing construction activities and remedial system operations upon request.
- Assist in the development of policy, guidance, and procedures as assigned.
- Completes other projects as assigned.

### Job Requirements:

- knowledge and skill typically acquired through a baccalaureate degree in environmental, civil, chemical engineering or a related area, plus graduate education or considerable related work experience; related work experience may substitute for formal education where appropriate;
- thorough knowledge of the principles and practices of assigned area of technology such as remediation treatment processes, solid/hazardous waste treatment or air pollution control;
- thorough knowledge of the sciences as they apply to assigned area (chemical reactions, kinetics, biological processes, engineering hydrology, meteorology, thermodynamics and mathematics);
- thorough knowledge of and ability to apply federal/state laws and regulations, engineering and environmental law principles, regulatory/permitting/enforcement policy principles and precedents;
- ability to review plans and specifications for treatment and control systems and to recommend alternatives based on environmental assessment and cost analysis;
- ability to observe facilities under construction or while in operation;
- ability to prepare reports for use as evidence and/or basis for recommendations for action;
- ability to develop and implement studies and programs, define procedures, and prepare schedules to accomplish set objectives;
- ability to communicate verbally and in writing with individuals and in group settings;
- broad knowledge of computer programming and systems design as it relates to program area;
- ability to deal tactfully with a variety of individuals, officials, industry representatives, and consulting firms;
- ability to direct work of others and provide both technical and administrative guidance and leadership.

### Supervisory Responsibilities/Direct Reports:

NA

### Difficulty of Work:

The incumbent uses a broad span of existing technical data, and complex laws, regulations, guidelines and procedures to solve problems and manage environmental projects in an appropriate and effective manner. Incumbent is required to conceptualize and initiate studies, formulate ideas, develop



alternatives, make decisions and recommendations covering different situations depending upon guidelines which may be general and vague. Emergency situations require that decisions be made and action taken under extreme and stressful conditions and time constraints. Incumbent must adapt to new and continually changing directives which are received from federal and state agencies.

**Responsibility:**

Incumbent contributes significantly to a program area as a technical specialist. General assignments involving goals and objectives are completed independently. Work is generally reviewed upon completion by the supervisory and high level managers for soundness of judgement and conclusions, technical accuracy and conformance with practice and policy. Problems arising during the course of work which may possibly impact agency policy or present budgetary implementations are discussed with supervisor. The supervisor is advised of special problems at the incumbent's discretion. Analysis, decisions and recommendations are reviewed upon completion for compliance with agency policy and attainment of objectives.

**Personal Work Relationships:**

Incumbent works with a wide variety of individuals including local, state and federal agencies, public officials, the general public, vendors, private industry, contractors, consultants and their attorneys, staff and agency personnel. Contacts are made for the purpose of gaining/exchanging information and solving problems related to project or technical issues.

**Physical Effort:**

Some duties may include moving and carrying heavy equipment.

**Working Conditions:**

Majority of incumbent's duties are performed indoors in a modern office environment. However, depending on area of specialization, up to 40% of duties may include outdoor field work and potential exposure to hazardous materials on sites.